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Office Memorandum • UNITED STATES GOVERNMENT

TO : Acting Director of Training

DATE: 17 December 1959

FROM : Plans and Policy Staff

SUBJECT: Weekly Activity Report #48

1. Reinforced Learning Technique

On 11 December 1959

Office of Communications, upon their request. Subject of their interest was the "reinforced learning" technique published by John F. Rider Publishing Company, a system of training proposed by [redacted] involving the learning principles of reward and punishment and reinforcement. [redacted] were interested in how this technique could be adapted to the Office of Communications training [redacted]

[redacted] These gentlemen referenced an article in the October 1959 issue of Signal magazine, page 38, titled "New Code Course Tested at Fort Monmouth." This article indicated initial success in their code training using a modification of this technique. 25X1

[redacted] outlined some of the informal work that had been done by himself and several members of the A&E Staff with OC during the late spring of 1959 in this general area of code learning. Since OC is quite interested in this new technique of training, and also since there appears to be some implication to language training, [redacted] suggested that the best manner to approach this was for OC to send a memo to DTR outlining their interest in this matter and requesting assistance, if possible, from DTR in applying this technique to their training area and determining its effectiveness. The assistance envisioned by [redacted] would be along the line of obtaining the course from Fort Monmouth; setting up experimental and control groups/courses in code training in OC; use of A&E personnel as assistants in experimentation procedures and analysis and interpretation of results.

2. Coordination of VIP Briefings

[redacted] reports three recent instances in which area divisions of DD/P made arrangements to brief outgoing ambassadors without telling him. He learned about these only after things were pretty well

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along the way. Paul says that OCR has experienced similar difficulties with respect to debriefings of attaches and FSO's. We have talked with OCR about their problem and with [] about both problems. We suggested [] that DD/P publish a notice informing area divisions that VIP briefings are coordinated by [], and attache and FSO briefings and debriefings by OCR. [] is discussing this within DD/P circles and if it is agreed that such a notice is desirable, we and OCR will be invited to propose a draft. We already have OCR's notes for such a draft.

3. Language Requirements Surveys

[] reports that DD/I is making good progress in its language requirements survey. He expects to have a final report in OTR's hands by 15 January. [] is making pretty good progress with DD/S' language requirements survey but hasn't yet fixed a deadline for completion.

4. Contingency Force

[] of the PM Staff asked for and got an interim report on OTR's nominations for the Contingency Force. [] simply wanted the over-all figure showing the total number of nominees here and abroad. OTR's final report probably will be finished after the holidays.

5. Health Insurance Planning

As a matter of general interest to OTR personnel, CIA is making its own plans for participation in the new Government health insurance program. Our Agency will not utilize the various insurance plans being developed by the Civil Service Commission because such plans require that enrollees be identified to the insuring companies by name.

[] Chief, Benefits and Services Division, Office of Personnel, is responsible for developing CIA's insurance plans. The Agency has a board of directors which will review [] proposals. This board is composed of: DD/I, []
[]
DD/S--Dr. John Tietjen, []

There is a special section in the recently enacted health statute permitting agencies to retain their existing insurance programs. CIA is working with the Civil Service Commission to blend our existing

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program into the new statutory arrangement under which the Government will contribute up to \$6.75 a month per employee to match premiums paid by the employee for health insurance plans. All such insurance plans are being underwritten, of course, by private insurance firms. CIA is dealing with Mutual of Omaha but will not necessarily restrict its planning to this one company. [] says he hopes to have his proposed contracts ready for approval ~~and~~ attendant publicity no later than May. However, he is running into a number of difficulties in arriving at benefits and premiums. The biggest difficulty is the fact that the new law permits retired persons and survivors to continue their insurance programs after the enrollee has left federal service or has died. Instead of the four types of plans the Civil Service Commission is working on, CIA will probably have only two levels of hospitalization and medical plans. The level providing minimum benefits will be on a 50-50 basis with the Government supplying half the premium. The plan providing more extensive coverage and benefits will probably entail a premium for which the Government's share will fall below the 50-50 level.

6. Educational Specialist

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[] has been working with Mr. [] regarding educational assistance to the members of his staff. [] will meet with Mr. [] and his staff on 29 January at his staff meeting in order to plan specific details as to how he may be of service to them with respect to instructor training and any help as to training methods and techniques.

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[] re his State Department Mid-Career Course Report. Particular reference was made to the two panels outlined in his course report; namely, "Seminar panels" and "Substantive panels." Of concern was how these panels were organized, what were their objectives, how were they conducted, and what value did they have to the instruction and students in the course. From the information obtained from [] suggested that he get in touch with Dr. [] and outline the same information to him as a consideration for the JOT program since these panels are of a sophisticated nature involving a high level of student initiative and activity as well as a training function. The reason for this suggested contact with [] was that in a recent conversation between [] expressed concern with the preponderance of "lecturing" and the lack of effective student activity in the early phases of the JOT program.

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7. Personnel

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On 10 December [] gave the OTR talk for the CSR course.

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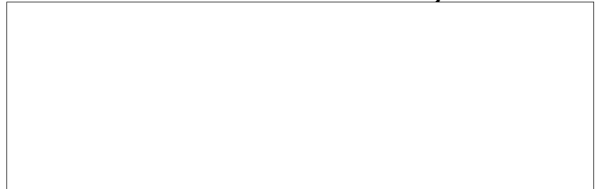
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On 16 December [] participated in a four-man CIA panel, chaired by [], which discussed "Personal Problems of Adjustment" in a three-hour session with the IOE course. That afternoon []

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[] participated in a similar four-man panel which discussed "Operational Factors in Overseas Effectiveness."

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